

Draft Community Preservation Committee-minutes of meeting on May 27, 2015

Present: Sean Conley, Bea Phear, Cheryl Lowe, Dale Julier, Glenn Hearn, Tara Whiting and Pam Thors Admin. Asst.

Absent:, Lesley Eaton, Scott Stearns and Gary Montrowl

A quorum being present, Sean opened the meeting at 5:30pm.

Minutes: The minutes of the meeting of April 22, 2015 were reviewed and approved with one abstention; Tara Whiting

Invoices: The following invoices were reviewed and approved;

DCRHA Rental Assistance-April: \$5,315.00

Tisbury Printer-\$195.00

New Business:

Sean who had attended the All Island CPC meeting talked about the content of the meeting. He stated that the Regional Projects Application for Funding was discussed as well as other aspects of regional projects. The committee reviewed the *Application for Community Preservation Act Funding-for Regional Projects*, (see attached), which had been put together by Margaret Knight of the Oak Bluffs CPC and approved by the All Island CPC.

T. Whiting made a motion to accept the Application for Community Preservation Act Funding – For Regional Projects Only with changes. Cheryl Lowe seconded the motion. The motion was approved unanimously.

Pam said she will email Margaret Knight suggesting the change to number 10-Goals; which adds the words, “Project Description including”, at the beginning of number 10. She said that she will also email a correction of the West Tisbury deadlines.

Sean reported that the All Island Committee agreed that the decision to require that all towns participate in any given regional project had to be reviewed on a project by project basis but that the 50/50 formula should be used. He said that all agreed that a standard formula should be documented so that applicants know how to apply it to their project. It was agreed that there would probably be an increase in regional applications especially in the area of Affordable Housing. Sean reminded the Committee that the WTCPC will be committed to supporting the WT Fire Station Lots Affordable Housing project thus limiting WT participation in regional projects over the next few years.

The financial reports were reviewed. Pam told the Committee that she had emailed Martina Thornton regarding the Dukes County Courthouse Projects and state reimbursements for the maintenance costs of the building.

Tara noted that there was money from Town Historic Records that would not be used by the Town Clerk’s office. She said she would check with Kathy but thought that probably the money could be turned back to the CPC Undesignated Reserve. Pam said she would check to see if the other account listed as “Town Hall Records” was appropriated for the Town Clerk and Treasurer’s use as well and report at the next meeting. It was suggested that Tara, after checking with Kathy, write a letter to the CPC asking to have the funds returned.

Old Business:

Pam stated that the Personnel Board would like to meet with her on June 1st regarding the appeal to the Personnel Board Wage Study. She will be preparing information to present which supports a change in the job title from Administrative Assistant to Board Administrator. She asked Sean to accompany her.

The WT Affordable Housing project at the old fire station was discussed. Glenn explained that the RFP had been drawn up and would not include specific plans for the project. He indicated that the company who won the bid would be responsible for the design plan. All expressed interest in looking over the RFP proposed for developing the project expressing concern that the bid would not be for a specifically designed and approved plan. Tara asked that the plans and RFP be sent to the CPC for review. Pam said she would ask Rhonda to furnish whatever plans etc. were available to them.

The meeting was adjourned at 5:10pm.

Respectfully Submitted,
Pam Thors, Admin. Asst.

